

VILLAGE SQUARE TOWNHOMES
HOMEOWNERS AND ASSOCIATION RESPONSIBILITIES

	Association	Homeowner
Building:		
Crawl space door	X	
Chimney cap & dormer flashing	X	
Chimney flue		X
Storm drains and lines in the common area, gutters, downspouts (Association will clean out gutters per schedule)	X	
Splash blocks, extenders, feeder lines from downspouts		X
Porch screens		X
Porch decking		X
Porch railing and wood supports	X	
Exterior building vinyl siding/brick & mortar siding, trim	X	
Stoops, exterior steps, hand rails, front porch landings (original construction only)	X	
Interior damage of ceiling, walls, floors caused by leaking roofs, siding or skylights		X
Community mailboxes & supports	X	
Nuisances, removal or extermination of rodents, birds, insects, wood destroying insects, etc.		X
Foundation wall/crawl space, vents, mud sill		X
Exterior hose bibs (faucet)		X
Deck Privacy wall	X	
Shutters	X	
Termite Inspection (Association pays only for first visit by exterminator – if second visit required due to locked crawl space or storage room door-homeowner pays for return visit)	X	X
Common Areas:		
Parking pads/walkways & sidewalks	X	
Natural areas	X	
Streets	Town	
Trees, shrubs, plantings:		
Trees/shrubs/grass planted by Association and in common areas including maintenance	X	
Removal or replacement of plants, bushes, trees planted within property line (must have prior written architectural approval from Board)		X
Decks:		
Maintenance	X	
Repairs due to homeowner negligence		X
Lattice work		X
Fences: Subject to Covenants and architectural approval		X
Parking: Each homeowner/renter is to park on their designated parking pad		X
Animals:		
No pens, runs or pet houses shall be allowed. Residents must follow Village Square at Amberly Covenants, Wake County and Town of Cary laws pertaining to animals (i.e., must keep cats and dogs indoors or on leashes). Residents are required to clean up animal feces.		X

NOTE: Garbage can and garbage storage areas: All garbage storage areas shall be kept orderly, clean and stored out of sight from the road. After pick-up, trash receptacles must be returned behind home within 24 hours. Spillage from cans and other trash is not permitted on the grounds. All garbage cans shall have lids and these lids shall be secured to the can when in use. A violation of this regulation, whether caused by the homeowner or by others, is entirely the responsibility of the homeowner.

	Association	Homeowner
Electrical:		
Electrical service to meter	X/Town	
Exterior lighting, fixtures & outlets		X
All wiring, from meter to panel & into townhouse		X
Heating, ventilation & AC equipment, including lines, ducts drains, condensers, electrical connections, concrete pad, condensation lines		X
Front & rear door light fixtures/including light bulbs, exterior outlets, pole lights		X
Gas (Natural) system:		
Gas main up to the PSNC gas meter	X & PSNC	
Gas meter to and including the townhome		X
Plumbing system:		
From city line to meter	Town	
From meter to townhome		X
Inside townhome structure		X
Outside water faucets		X
Hot water heater, furnace & equipment		X
Sewer lines		
Sewer line inside townhome property line		X
Sewer line in common area	X & Town	
Roof:		
Roof covering (shingles, felt, flashing)	X	
Roof sheathing	X	
Framing, rafters		X
Skylights		X
Under eave vents, vent boots, ridge vents, turtle backs, soffit, fascia, sub fascia, returns and rake trim	X	
Roof exhaust fans: requires prior approval from Board and Baker Roofing.		X
Doors:		
Sliding glass doors, screen and storm door, doors added by homeowner, door jamb, threshold casements, weather stripping, door buzzers, bells, knobs, and locks, including painting and maintenance.		X
Exterior door (painting maintenance only) and house numbers	X	
<i>*Door painting/staining covered by HOA once every 5 years upon homeowner request</i>		
Windows:		
Exterior trim/sill/brick molding/drip edge/nosing; caulking and painting exterior wooden windows	X	
Glass and damage to wood, putty, paint		X
Sash, (upper & lower), wood frame, stile, mullions, stops		X
Replacement/operation		X
Screens on windows		X
Storm windows & storm doors		X
Mailboxes:	X	
Snow Removal:		
Driveway and Sidewalk		X
Streets (public so Town handles snow removal)		

NOTE: Window frames and window encasements obstructed by storm window shall not be caulked, puttied, or painted by Village Square at Amberly unless the additional cost is assumed and authorized by the homeowner. To prevent damage to exterior surfaces and paint, Village Square at Amberly retains the authority to require the homeowner to have their work performed as needed. Storm windows, when improperly installed, can cause severe moisture and water damage. These windows should properly drain water accumulating on the interior side.